



Business Outreach Committee Contracting Newsletter #2, June 2008



UPCOMING CONTRACTING OPPORTUNITIES:

BART

Construction of BART Earthquake Safety Program Rockridge Station	Issue Date: 6/08	Est. \$: TBD
Demolition and Installation of Street Level Elevator Enclosures at Civic Center, Embarcadero, Montgomery St. & Powell St. Stations	Issue Date: 6/08	Est. \$: TBD
On-Site Calibration & Repair Services on Mechanical Tools & Measuring Devices	Issue Date: 6/08	Est. \$: TBD
Cleaning and Repair of Transit Vehicle Passenger Seat Covers with Assemblies	Issue Date: 6/08	Est. \$: TBD

CCCTA

Design & Installation of Access Control Systems	Issue Date: 10/08	Est. \$: TBD
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GGBHTD

Environmental Studies and Design for Moveable Median Barrier on Golden Gate Bridge	Issue Date: 7/08	Est. \$2M
Larkspur Ferry Terminal Parking Garage A&E	Issue Date: 8/08	Est. \$1.8M
Golden Gate Bridge South Approach & South Pier Physical Security Improvements	Issue Date: 12/08	Est. \$4.25M

MTC

Publication Printing Services	Issue Date: 7/08	Est. \$: TBD
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SAMTRANS

Railroad Engineering, Construction Support & Surveying	Issue Date: TBD	Est. \$: TBD
Typesetting and Printing of Tickets	Issue Date: TBD	Est. \$: TBD
IFB For HVAC Preventative Maintenance & As-Needed	Issue Date: 6/08	Est. \$: TBD
Travel Training for Adults with Developmental Disabilities	Issue Date: TBD	Est. \$: TBD

SFMTA

Capital Asset Management Program for Off-Street Parking Facility	Issue Date: 7/08	Est. \$: TBD
Green Facility Roof-Phase II	Issue Date: 8/08	Est. \$5.6M
Misc. Rail Replacement	Issue Date: 10/08	Est. \$6M
Project Control Services & System for Central Subway	Issue Date: 10/08	Est. \$: TBD

VTA

Chaboya Bus Wash Replacement	Issue Date: TBD	Est. \$0.8M
Light Rail Public Address System	Issue Date: TBD	Est. \$1.1M
Bus Farebox Replacement	Issue Date: TBD	Est. \$: TBD
State Route 87 Landscaping	Issue Date: TBD	Est. \$: TBD

WETA

So SF Ferry Terminal, Demolition & Dredging	Issue Date: Summer 08	Est. \$1.9M
So SF Ferry Terminal, Construction of Viewing Terrace & Pier	Issue Date: Summer 08	Est. \$6.8M
So SF Ferry Terminal, Construction of Gangway & Float	Issue Date: Summer 08	Est. \$9.5M

*All Dates subject to change.

BOC EVENTS & INFORMATION

On April 23rd the BOC held its 1st public participation meeting.

The event was a huge success with over fifty attendees. The BOC is working to provide assistance with the issues raised by the meeting participants.

If you were unable to attend the meeting, but have an issue that you would like the BOC to look into or provide information on in this newsletter, please e-mail outreach@mtc.ca.gov

WELCOME TO NEW MEMBERS:

The BOC is pleased to announce the addition of the Alameda County Congestion Management Agency (ACCMA)



And the Water Emergency Transportation Authority (WETA)



WHERE TO FIND CONTRACTING OPPORTUNITIES:

ACCMA:	http://www.accma.ca.gov/pages/RFPsRFQsPresent.aspx
AC TRANSIT:	http://www.actransit.org/purchasing/
BART:	http://www.bart.gov/about/business/contracts.asp
CCCTA:	http://www.cccta.org/wb/
GGBHTD:	http://www.goldengate.org/contracts/
MTC:	http://www.mtc.ca.gov/jobs/
SAMTRANS:	http://www.samtrans.com/rfp/pub/
SF MTA:	http://www.sfgov.org/site/oca_index.asp?id=26507
VTA:	http://www.vta.org/procurement/solications/
WETA:	http://www.watertransit.org/contract_oop.aspx

FREE CLASSES

Getting Started in Government Contracting
Description: The certification qualifications, benefits and application websites for the following federal and state certifications.

August 5, 2008 - 1:00 pm to 4:00 pm
[Cal State East Bay Small Business Development Center \(SBDC\)](#)
 1000 Broadway, Suite 109
 Oakland, CA 94612

E-Commerce for Government Contracting
Description: Introductory course that discusses the initial steps vendors must take to conduct e-commerce with the government.

August 14, 2008 - 9:00 am to 12:00 pm
[Alameda County Public Works Agency](#)
 951 Turner Court
 Hayward, CA 94545

Government Subcontracting
Description: Basics for prime contractors who are managing subcontracts and subcontractors working with primes or managing other subcontractors.

September 9, 2008 - 1:00 pm to 4:00 pm
[Silicon Valley Small Business Development Center \(SBDC\)](#)
 84 W. Santa Clara Street, Suite 100
 San Jose, CA 95113

Register online at www.TheFTC.org or call 866-382-7822.

UPCOMING EVENTS

CONGRESSWOMAN

ELLEN O. TAUSCHER'S 2008 SMALL BUSINESS GOVERNMENT CONTRACTING SEMINARS In Conjunction With U.S.

SMALL BUSINESS ADMINISTRATION, CONTRA COSTA SMALL BUSINESS DEVELOPMENT CENTER, SOLANO COLLEGE SMALL BUSINESS DEVELOPMENT CENTER & THE FEDERAL TECHNOLOGY CENTER

July 8, 2008: Introduction to Federal Contracting, 3-5pm, Walnut Creek City Hall, City Council Chambers, 1666 N Main St., Walnut Creek

July 10, 2008: Introduction to Federal Contracting, 3-5pm, Solano County Gov. Center, Supervisors Chambers, 675 Texas St., Fairfield
 To RSVP or for information, please call (925) 932-8899 or (707) 428-7792

TIPS FOR RESPONDING TO BIDS

Each participating BOC agency has different bid formats, and each type of solicitation (construction, professional services, etc.) has different requirements. This can make it difficult for companies, because what constitutes a responsive bid may vary greatly. Key things that potential bidders should always review regardless of agency or type are:

➤ Bid Due Date

This is critical. Due dates are absolute. If an agency does not receive your bid by the date and time listed, it will not be eligible for consideration.

➤ Minimum Qualifications

If your company doesn't meet the minimum qualifications, if you submit a bid, it will not be considered responsive. Companies that don't meet the minimum qualifications, are NOT precluded from performing as subcontractors.

➤ Point of Contact (POC)

Always feel free to call the POC with questions. The POC is your resource for questions, such as: Who are the primes bidding on this project, are there any sub-contracting opportunities? The POC can also help you with any other questions you may have about your bid submission.

➤ Required Proposal Content

This section will identify those things your company must provide in its proposal to be deemed responsive. Be careful when reviewing this section. Always double check your bid to be sure you've submitted all the required items. If you forget to submit required information, you run the risk of having your bid being found non-responsive.

➤ Scope of Work

This section describes the type of service or supply for which the agency is seeking to issue a contract.

➤ Insurance/Bonding Requirements

This section will inform you of the required insurance and bonds your company must submit in order to have your bid considered responsive.

AGENCY CONTACTS

ACCMA: Liz Brazil
 Contracts Administrator
 (510) 350-2333 lbrazil@accma.ca.gov

AC Transit: Lynda McBroom
 DBE Liaison Officer
 510-577-8818 or
lmcbroom@actransit.org

BART: Linda Wells-Grogan
 DBE Program Manager
 Office of Civil Rights
 (510) 464-6195 or lwellsq@bart.gov

CCCTA: Janet Madrigal
 Civil Rights Administrator
 925-676-1976 or madrigal@cccta.org

GGBHTD: Gail Jackson
 DBE Program Administrator
 (415) 257-4581 or
gjackson@goldengate.org

MTC: Denise Rodrigues
 Contract Administrator
 (510) 817-5897 or drodri@mtc.ca.gov

SamTrans: Raymond Lee
 DBE Officer
 650-508-7939
 or leer@samtrans.com

SFMTA: Sheila Evans-Peguese
 Contract Compliance Officer
 415-701-4436 or sheila.evans-peguese@sfmta.com

VTA: Hayden Lee
 DBE/SBE Consultant
 408-321-5574 or hayden.lee@vta.org

WETA: Shirley Douglas
 Community Relations Manager
 415-364-3191 or
douglas@watertransit.org

CALTRANS

CALMENTOR PROGRAM

Caltrans, District 4 has implemented a small business Architectural & Engineering (A&E) mentor-protégé program, also known as "Calmentor." In promoting partnership with the private consulting industry, Calmentor supports the participation of certified SBE, DBE, and DVBE firms in District 4 A&E contracts.

For more information, please visit: www.dot.ca.gov/dist4/calmentor/

*If you have any questions, or would like a more extensive listing of local assistance agencies, please contact: Denise Rodrigues at outreach@mtc.ca.gov or 510-817-5897.

We need your help to make sure that this newsletter brings you the information you want. Please send any suggestions or requests to improve the newsletter content to: outreach@mtc.ca.gov